



Rules of
Department of Elementary and
Secondary Education
Division 10—Commissioner of Education
Chapter 1—Organization of the Department

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**Title 5—DEPARTMENT OF
ELEMENTARY AND
SECONDARY EDUCATION**

**Division 10—Commissioner of Education
Chapter 1—Organization of the
Department**

**5 CSR 10-1.010 General Department
Organization**

PURPOSE: This rule describes the organization of the Department of Elementary and Secondary Education, as well as the general courses, methods and procedures where the public may obtain information and make submissions or requests.

(1) The Department of Elementary and Secondary Education is organized under the State Board of Education and serves in an administrative, supervisory and leadership role as provided by the constitution, statute and board policy.

(A) Responsibility for policy-making and general oversight of public education rests with the State Board of Education. The board consists of eight (8) persons who are appointed by the governor for eight (8)-year terms.

(B) The chief administrative officer of the state board is the commissioner of education, who is appointed and serves at the pleasure of the board.

(C) The commissioner is assisted by a deputy commissioner and six (6) assistant commissioners with line responsibility for the operating divisions of the department, including administration, instruction, adult education, special education, urban and teacher education, and vocational rehabilitation. The major divisions of the department are further subdivided into sections with specific program responsibilities.

(2) As a public agency, the Department of Elementary and Secondary Education is open to requests, submissions and inquiries from the public. Regular office hours are maintained from 8:00 a.m. to 5:00 p.m. Monday through Friday. The following general procedures are established to assist any person or group seeking information or making requests:

(A) Matters concerning a program administered by the department should be addressed directly to the division or section responsible for that program. The postal address for the principal offices of the department is P.O. Box 480, Sixth Floor, Jefferson State Office Building, Jefferson City, MO 65102. Telephone inquiries may be directed to the central department number, (314) 751-4212, if an individual section number is not known;

(B) Questions concerning local school districts in most cases should be directed to the section of Supervision of Instruction;

(C) Matters of a general policy or procedural nature may be directed to the commissioner or deputy commissioner's office; and

(D) Meetings of the State Board of Education are usually held monthly and are open to the public. The date, time and place of these meetings are publicized.

*Auth: section 161.092, RSMo (1986).
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